



HUA YIN INTERNATIONAL HOLDINGS LIMITED

華音國際控股有限公司

(Incorporated in Bermuda with limited liability)

(stock code: 989)

22 December 2023

Dear Registered Shareholder(s) in the Bermuda Principal Register

Election of Language and Means of Receipt of Corporate Communications

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited and the bye-laws of Hua Yin International Holdings Limited (the “Company”), the Company will make available the following options for you to select for receipt of future corporate communications (“Corporate Communications”) of the Company, which means any document(s) to be issued by the Company for the information or action of any holders of its securities, including but not limited to (a) annual reports and, where applicable, its summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms, in the following manners:

- (1) to read future Corporate Communications published on the Company’s website at <http://www.huayininternational.com> (“Website Version”) in place of receiving printed copies; or
- (2) to receive the printed English version of all future Corporate Communications only; or
- (3) to receive the printed Chinese version of all future Corporate Communications only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications.

For the purpose of environmental protection, the Company recommends you to select the Website Version. To make your election, please mark (x) in the appropriate box on the enclosed reply form and sign and return it by e-mail at hkcoseca@suntera.com or by post to the Company’s Bermuda principal share registrar (the “Bermuda Principal Share Registrar”), MUFG Fund Services (Bermuda) Limited c/o Suntera Corporate Services Limited at 18/F, On Building, 162 Queen’s Road Central, Central, Hong Kong. Please affix appropriate postage.

If you do not complete the reply form and return it to the Bermuda Principal Share Registrar at the address indicated above by 21 January 2024, you are deemed to have elected Website Version only, and a notification letter of the publication of the Corporate Communications on website will be sent to you. If an email address is provided by you in the reply form, an electronic version of the notification of the publication of the Corporate Communications on website will be sent to you.

You have the right at any time to change the choice of language and/or means of receipt of the Corporate Communications by reasonable prior notice in writing to the Bermuda Principal Share Registrar by post or by e-mail at hkcoseca@suntera.com. If you have difficulty in receiving or gaining access to the Corporate Communications, the printed version of the Corporate Communication will promptly be sent to you free of charge upon your reasonable request in writing to the Bermuda Principal Share Registrar by post or by e-mail at hkcoseca@suntera.com.

Please note that printed copies of the English and Chinese versions of all Corporate Communications will be available from the Company or the Bermuda Principal Share Registrar on request, and both the English and Chinese versions of all Corporate Communications will also be available on the Company’s website at <http://www.huayininternational.com> and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk.

Should you have any queries in relation to this letter, please call the telephone hotline of the Bermuda Principal Share Registrar at (852) 2317 1729 during business hours from 9:00 a.m. to 5:00 p.m. from Monday to Friday, excluding Hong Kong public holidays.

By order of the Board
Hua Yin International Holdings Limited
Ng Man Kit Micky
Company Secretary

Reply Form 回覆表格

To: Hua Yin International Holdings Limited (the “Company”)
(Stock Code: 989)
c/o MUFG Fund Services (Bermuda) Limited
Suntera Corporate Services Limited
18/F, On Building
162 Queen’s Road Central
Central, Hong Kong

致：華音國際控股有限公司（「本公司」）
（股份代號：989）
經 MUFG Fund Services (Bermuda) Limited
Suntera Corporate Services Limited
香港中環皇后大道中一百六十二號
On Building 十八樓

I/We would like to receive the corporate communications of the Company (the “Corporate Communications”) as indicated below:
本人／我們希望以下列方式收取本公司之公司通訊文件（「公司通訊」）：

(Please mark ONLY ONE (X) of the following boxes)
(請從下列選擇中，僅在其中一個空格內劃上（「X」）號）

- to read all future Corporate Communications published on the Company’s website (the “Website Version”) in place of receiving printed copies, and to receive an email notification of the posting of the Corporate Communications on the Company’s website to my/our email address at _____; OR
瀏覽在本公司網站發表之日後所有公司通訊網上版本（「網上版本」），以代替印刷本，並收取有關公司通訊登載在本公司網站的電郵通知，電郵通知請發送本人／吾等之電郵地址_____；或
- to receive the printed English version of all future Corporate Communications ONLY; OR
僅收取日後所有公司通訊之英文印刷本；或
- to receive the printed Chinese version of all future Corporate Communications ONLY; OR
僅收取日後所有公司通訊之中文印刷本；或
- to receive both the printed English and Chinese versions of all future Corporate Communications.
同時收取日後所有公司通訊之英文及中文印刷本。

Signature

簽名 _____

Name: _____ (English) _____ (Chinese)
姓名：_____ (英文) _____ (中文)

Contact telephone number: _____ Date: _____
聯絡電話號碼：_____ 日期：_____

Notes:

附註：

- Please complete all your details clearly.
請 閣下清楚填妥所有資料。
- If the Company does not receive this Reply Form by 21 January 2024, all future Corporate Communications will be sent out in the manner specified in the Company’s letter dated 22 December 2023.
倘若本公司於2024年1月21日仍未收到 閣下的回覆表格，本公司將按2023年12月22日之本公司函件內所述之方式把日後所有公司通訊寄予 閣下。
- By selection to read the Website Version of the Corporate Communications published on the Company’s website in place of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communications in printed form.
在選擇瀏覽在本公司網站上版本以代替收取印刷本後， 閣下已明示同意放棄收取公司通訊印刷本的權利。
- If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Reply Form in order to be valid.
如屬聯名股東，則本回覆表格須由該名於本公司名冊上就聯名持有股份其姓名位列首位的股東簽署，方為有效。
- The above instructions will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing by post to the Bermuda principal share registrar of the Company, MUFG Fund Services (Bermuda) Limited (the “Bermuda Principal Share Registrar”) c/o Suntera Corporate Services Limited at 18/F, On Building, 162 Queen’s Road Central, Central, Hong Kong or by email at hkcoseca@suntera.com.
上述指示適用於將寄發予本公司股東之日後所有公司通訊，直至 閣下以郵遞方式發出合理時間的書面通知予本公司之百慕達主要股份過戶登記處（「百慕達主要股份過戶登記處」）MUFG Fund Services (Bermuda) Limited，地址為香港中環皇后大道中一百六十二號On Building 十八樓或以電郵方式到 hkcoseca@suntera.com 通知另作選擇為止。
- Shareholders are entitled to change the choice of means of receipt and/or language of the Corporate Communications at any time by reasonable prior notice in writing to the Bermuda Principal Share Registrar by post or by email at hkcoseca@suntera.com.
股東有權隨時以郵遞方式或以電郵方式到 hkcoseca@suntera.com 預先發出合理時間的書面通知予百慕達主要股份過戶登記處，要求更改收取公司通訊之語言版本及／或方式。